



Williams Honors College Request for Credit by Contract

Non-honors sections of a course can be converted into an Honors section by request. To earn honors credit in the course and receive the honors designation on a student record, the student must:

- Satisfactorily complete the WHC Honors Credit by Contract form with Instructor’s signature
- Earn a grade of “B” or above in the course

Note that this contract can only be used if there is no Honors section of the course on the schedule, if the Honors section of a particular course is full, or if you cannot take an Honors section due to a course scheduling conflict.

The student must submit this request with Parts I and II completed by the end of the third week of the semester (or second week of summer session) to the Williams Honors College Advisor, Kim Roy (kar46@uakron.edu; Honors Complex 178, +1803)

Part I – Student Information

Name:	
UA email address:	UA ID:
College:	Major:

Part II – Faculty, Course, and Contract Information

Course:	
Department:	
Dept: Course–Section No.:	Class No:
Semester:	Year:

Describe the added academic dimension to justify honors credit/designation for this course. Attach an additional sheet if needed

Faculty:	Signature/Date:
Department Chair:	Signature/Date:

Certification of final status of the WHC Credit by Contract will be completed by the faculty member when course grades are submitted electronically.